

MAYOR & COUNCIL AGENDA COVER SHEET

MEETING DATE:

June 19, 2006

CALL TO PODIUM:

James McGuire, Program
Director
Parks, Recreation and Culture

RESPONSIBLE STAFF:

James McGuire, Program
Director
Parks, Recreation and Culture

AGENDA ITEM:

(please check one)

<input type="checkbox"/>	Presentation
<input type="checkbox"/>	Proclamation/Certificate
<input type="checkbox"/>	Appointment
<input type="checkbox"/>	Public Hearing
<input type="checkbox"/>	Historic District
<input checked="" type="checkbox"/>	Consent Item
<input type="checkbox"/>	Ordinance
<input type="checkbox"/>	Resolution
<input type="checkbox"/>	Policy Discussion
<input type="checkbox"/>	Work Session Discussion Item
<input type="checkbox"/>	Other:

PUBLIC HEARING HISTORY:

(Please complete this section if agenda item is a public hearing)

Introduced	
Advertised	
Hearing Date	
Record Held Open	
Policy Discussion	

TITLE:

Resolution of the Mayor and City Council Authorizing the City Manager to Award a Contract for Catering Services at the Gaithersburg Upcounty Senior Center (\$58,400)

SUPPORTING BACKGROUND:

The City desires to provide the Gaithersburg Upcounty Senior Center with catering services for special events, luncheons and the Senior Nutrition Program.

The Nutrition Program catering services is supported by a grant from the Montgomery County Health and Human Services Senior Nutrition Program in the amount of \$46,400.00. Catering services for special events and luncheons are revenue supported in the amount of \$12,000.00.

The existing contract provided language for renewal of services for one additional year. City staff conducted a comprehensive evaluation of services provided the Gaithersburg Upcounty Senior Center. Staff recommends renewal of the contract for Catering Services at the Gaithersburg Upcounty Senior Center be awarded to Moulin Rouge Caterers, Inc. in the amount of \$58,400.00.

Mayor and City Council approval is required for the expenditure of these funds.

DESIRED OUTCOME:

Vote on Resolution

Resolution Request Form

REQUEST FORM FOR RESOLUTIONS PERTAINING
TO EXPENDITURES FROM THE CITY BUDGET
(CONTRACTS/PURCHASES, TRANSFER FUNDS)

(Please attach the Mayor and Council Agenda Cover Sheet to this Form. For contracts/purchases, the Cover Sheet MUST include a list of all bidders and bid amounts.)

Requested by: James McGuire

Date of City Council Meeting: June 19, 2006

AUTHORIZING

Purchase ☐ Award Contract ☒ Transfer Funds ☐ Negotiate/
Execute a Contract ☐

BID INFORMATION:

Advertisement Date October 2004

Newspaper(s) Gazette Newspaper

Bids Opened/Tabulated (date) _____

DESCRIPTION OF ITEM(S):

(Be specific; include quantity, item name, model number, etc.)

Provide catering services for the nutrition program and special revenue supported events at the Gaithersburg Upcounty Senior Center.

CONTRACTED/PURCHASE FROM:

Company Name: Moulin Rouge Caterers, Inc.

Street Address: 80A Bureau Drive

P. O. Box Number _____

City/State/Zip Gaithersburg, Maryland 20877

CONTRACT/PURCHASE AMOUNT: \$58,400.00

Check One: In the Amount of ☐ Not to Exceed ☒

FUNDS TO BE EXPENDED FROM: Operating Budget ☒ Capital Improvements Budget ☐

Account Number: _____

(For Finance Department use only; not to be included in the Resolution)

VERIFICATION OF AVAILABILITY OF FUNDS

Available ☒ Not available ☐

[Signature] 6/14/06
Finance Dept. Date

RESOLUTION NO. _____

RESOLUTION OF THE MAYOR AND THE CITY COUNCIL AUTHORIZING
THE CITY MANAGER TO AWARD A CONTRACT FOR CATERING SERVICES
AT THE GAITHERSBURG UP COUNTY SENIOR CENTER

WHEREAS, the City desires to make catering services for the Nutrition Program, special events and luncheons at the Gaithersburg Upcounty Senior Center; and

WHEREAS, the Nutrition Program at the Gaithersburg Upcounty Senior Center is supported by the Montgomery County Health and Human Services Senior Nutrition Program Grant in the amount of Forty Six Thousand Four Hundred Dollars (\$46,400) and special events and luncheons are revenue supported by program fees in the amount of Twelve Thousand Dollars (\$12,000.00):

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Gaithersburg, that the City Manager be and he hereby authorized to award a contract to the Moulin rouge Caterers Inc., 80A Bureau Drive, Gaithersburg, Maryland 20878, in the amount not to exceed Fifty-Eight Thousand Four Hundred Dollars (\$58,400); said funds to be expended from the Operating Budget.

ADOPTED by the City Council this 19th day of June, 2006.

SIDNEY A. KATZ, MAYOR and
President of the Council

THIS IS TO CERTIFY that the foregoing
Resolution was adopted by the City Council
In public meeting assembled on the 19th day
of June, 2006.

David B. Humpton, City Manager